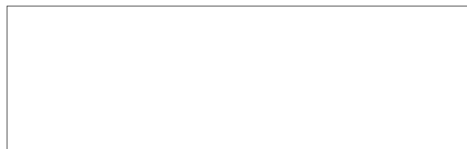


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PRINTING AND PHOTOGRAPHY DIVISION
WEEKLY REPORT FOR PERIOD OF
17 December - 23 December 1986


I. Status of Tasks Assigned by Senior Management:

None.


II. Items or Events of Major Interest that have Occurred During the Preceding Week

(9) *yes* * A. ~~On Friday, 19 December 1986,~~ the Office of Logistics, Printing and Photography Division (OL/P&PD) completed a request for the Office of Security, Polygraph Division (OS/PD) to do a four minute video presentation titled "Pre-Polygraph Presentation to Applicants". *on 19 December* The presentation is designed to allay some of the anxiety polygraph subjects usually experience during their examination. ~~The presentation took two members of P&PD 12 hours to complete.~~ 

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No B. On Thursday, 18 December 1986, the Office of Logistics, Printing and Photography Division (OL/P&PD) completed a priority request from the Office of Security to make 230 4X5 photographic 'Entrance' and 'Exit' signs which are to be placed near the badge machines throughout Agency buildings in the Washington area. The request was extremely time consuming due to the requirement to mount and individually cut each sign to size. The request required approximately four days to complete. 

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No * C. The Office of Logistics, Printing and Photography Division (OL/P&PD) has completed approximately 35 percent of the preparation work on the color photographs and graphics for the Congressional Budget Justification Books (CBJB). Preparatory work on other preliminary sections of the books such as covers, tabs, and Agency seals is well underway. Receipt of the text material for all thirteen volumes is accelerating. 

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25X1 *No* * D. On Wednesday, 17 December 1986, the Office of Logistics, Printing and Photography Division (OL/P&PD) hosted a Laser Disk Interest Group (LDIG) meeting. The meeting was opened with a presentation on the 'Optical Information System '86' conference held in Crystal City, between 9 and 11 December. The presentation was followed by a briefing by [] regarding the use of optical disk technology in the Foreign Broadcast Information Service (FBIS) Modernization Project; and concluded with an open forum. []

25X1 *No* E. A meeting was held in the Office of Logistics, Printing and Photography Division (OL/P&PD) conference room on Friday, 19 December 1986 to discuss enhancing P&PD's computer graphic equipment to accommodate an on-line interface with the Agency's IBM mainframe. This meeting was attended by representatives from P&PD, the Office of Information Technology (OIT), and the Dicomed Corporation. As part of a P&PD MBO, P&PD has been considering the installation of a Dicomed Corporation 'File Manager' to accomplish the task of interfacing P&PD Dicomed computer graphic equipment with Agency Personal Computers (PC) and mainframe graphics software (ISSCO, GDDM, and SAS). Such an installation would allow P&PD's computer graphic customers to acquire P&PD production of computer generated visual aids, such as view graphs and slides, via their desk-top terminals. These customers would also have the option of having their rough drawings routed to P&PD's design staff for refinement. P&PD is coordinating its efforts with OIT and Dicomed Corporation is drafting firm quotations regarding project costs. []

25X1 *No* F. The Office of Logistics, Printing and Photography Division, (OL/P&PD) hosted an orientation meeting for the Agency Micrographics Officer (AMO) and P&PD Photography Branch supervisors from Color, Micrographics, and Computer Output Microfilm (COM). The purpose of this meeting was to acquaint the newly appointed AMO with personnel and processes within P&PD. Among items discussed were (1) a review of the current micrographic approval process; (2) AMO and P&PD micrographic responsibilities; (3) the current Agency micrographic environment; and (4) the need to resurvey existing micrographic requests for relevancy to current activity levels. Increased cooperation was deemed necessary for future micrographic evaluations. Toward this end, the AMO and the PP&SS representative have scheduled weekly meetings to discuss micrographic activities and concerns. []

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No

* G. In the continuing process toward implementation of the digital prepress system in the Office of Logistics, Printing and Photography Division (OL/P&PD), five members of P&PD visited the Washington offices of Xyvision Inc. to see a demonstration of Xyvision's Release 5 software. The new software release will improve the capabilities of the digital prepress system and enhance P&PD's compatibility with the new Foreign Broadcast Information Service system.

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H. Another water main leak was discovered in the Office of Logistics, Printing and Photography Division (OL/P&PD) in the early morning of 22 December, 1986. Allied discovered a cracked water main over a color film processor. Though several rooms were flooded and some ceiling tiles soaked, repairs and clean up were completed by 0830 and the water was turned back on. The leak caused ~~a considerable mess but~~ *minimal* equipment damage ~~was minimal~~.

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III. Significant Events Anticipated During the Coming Week

No

A. Proofs for the CIA Telephone Directory, which has not been printed since 1984, have been received from the requestor by the Office of Logistics, Printing and Photography Division (OL/P&PD) this week. The galley correction cycle and preparation of page proofs is scheduled to take place between now and mid-February when printing is expected to be completed.

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No

B. The Office of Logistics, Printing and Photography Division (OL/P&PD) is looking into the acquisition of a power lift from National Photographic Interpretation Center (NPIC) which is excess to their needs. The machine is used to move entire skids of paper weighing 1,000 to 2,000 pounds.

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IV. Management Activities and Concerns:

None.

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